

**Meeting commenced at 2.19pm**

**Present:**

Kevin Lansdell (Chair), Simone Lansdell (recorder), Stephen Watt, Renae Dawson, Liz Leusciatti, Jenene Wasley

**Apologies:**

Sandra O'Neill, Cindy Paice

**1. Amendments to the Previous Minutes**

No amendments required

**2. Previous Minutes:**



P C Minutes 7 04  
17.pdf

'That the P & C meeting minutes of the 7 April 2017 as presented be accepted as a true and correct record.'
---

Moved: Renae Dawson	Seconded: Liz Leusciatti	Carried
---------------------	--------------------------	---------

**3. Business Arising from Previous Minutes:**

07/04/2017	7e)	Driver Safety Program is going ahead
07/04/2017	7f)	Sports Uniforms. Quotes received as requested.
		Netball           \$1140.00
		Football         \$2000.00
		Volleyball       \$540.00
		Basketball       \$900.00

'The P&C will allocate funds of \$4164.00 towards the purchase of sports uniforms'
--

Moved: Renae Dawson	Seconded: Jenene Wasley	Carried
---------------------	-------------------------	---------

**4. Correspondence:**

**Correspondence In:**

(i) **28/04/2017 Email from parent Sandra Wheatley** apologising for non-attendance at previous meeting and happy to assist P&C with any events that she can help with from her location in Perth.



(ii) **10/05/2017 P&C Audit report**  
2016 Financial Statements audited to 31 December 2016



**(iii) 01/06/2017 WACSSO School Community Contributions & Funding Survey**



Dear P&C don't miss your chance to win \$:

The survey has closed, however, we are leaving it open for the next week (officially closing Thursday, June 8) to allow you to jump on and finish it off.

We know how much effort you all put into raising funds for your school communities, so as an incentive you have the opportunity to **win one of two \$300 cash prizes**. We want your voice! By completing this survey you are helping us to represent, celebrate and support P&C associations across WA **ACTION:** Simone to complete online survey prior to June 8 using cheque book to determine where funds have been spent 2015-2016 for chance to win \$300.00 for P&C

**(iv) 30/05/2017 Senator the Hon Simon Birmingham. Minister for Education and Training. Senator for South Australia** Re: Commonwealth School Funding See the following link for further information <https://www.education.gov.au/quality-schools>

**(v) 30/05/2017 WACSSO**

- **Affiliation fees 2017-2018** \$497.07 if paid by 30/06/17 **ACTION:** Cheque written at meeting
- **Insurance form** (Globe Insurance Services, covers voluntary workers personal accident)
- **Conference information**
- **P&C Voice Newsletter** Term 1, 2017 and Term 2, 2017

**Correspondence Out:**

**(vi) 26/04/2017 WACSSO** WA College of Agriculture Narrogin P & C Committee documentation for 2017.



P&C WACSSO DOCUMENTATION 26

‘Inwards correspondence received and outwards endorsed’		
Moved: Simone Lansdell	Seconded: Renae Dawson	Carried

**5. Treasurer’s Report:** presented by Liz Leusciatti.



Treasurer Report as at 5 June 2017.pdf

‘Financial report be endorsed’		
Moved: Liz Leusciatti	Seconded: Simone Lansdell	Carried

## 6. Principal's Report – presented by Stephen Watt



As tabled

Principal Report term  
2 2017.pdf

## 7. General Business

- a) **P&C Priorities List** – Steve Watt ordered the priorities for P&C as:
- 1) Driver Training – P&C already approved \$2000.00 contribution **ACTION:** Invoice to be sent to P&C from school
  - 2) Prefects- P&C already approved \$2000.00 contribution
  - 3) Uniforms- **ACTION:** Invoice to be sent to P&C for sports uniforms from the school
  - 4) Common Room –equipment such as robust lounge chairs – **ACTION:** quotes to be sought by Steve
  - 5) Reticulating the bottom oval – **ACTION:** quotes to be sought by Steve
- b) **School Ball Co-ordinator for parent dinner:** **ACTION:** Simone to ask Mary Kittow to contact Sandra Wheatley and ask if she will take on the role of co-ordinating the parent dinner. Preferred payment method for parents will be direct debit. It is mostly liaising with the Esplanade a meal and price and numbers of parents attending.
- c) **Open Day Fundraiser/Raffle Co-ordinator-** Open day will be on the 15 September. Discussion on what we could raffle or do to have a P&C presence. It was suggested after last year that it would be good to have some goods that students have made. Steve will ask the trades area what their thoughts are as to what could be produced. Liz Leusciatti volunteered to coordinate the P&C fundraising for the Open Day. **ACTION:** Liz will contact local businesses to ask for donations. Kevin to approach AFGRI to ask for donation.
- d) **Delegates to WACSSO Conference** 19/20th August 2017 Registrations close 21/07/2017. As an affiliated P&C we are entitled to one complimentary delegate – for any parent interested in representing our P&C. As yet, there are no volunteers to attend. **ACTION:** Simone to ask Mary Kittow to email parents and ask for expressions of interest in attending.
- e) **Ironing of uniforms** – Question raised if ironing of farm or trades shirts is required. Steve reported that if the shirts are sent to the laundry, they do come back ironed. Steve noted that it is appropriate for students to take care to make themselves look reasonably presentable. This helps to prepare students for the workplace.

**Next P & C Meeting:** Term 3 Monday 17 July 2017 at 2.00pm (note Steve will be an apology as he will be on long service leave).

**Meeting closed at 3.20pm**



#### ACTIONABLE ITEMS

No.	Item	Item Description	Action	Person Responsible	Action Date or No Further Action
05/06/17 4 (iii)		01/06/2017 WACSSO School Community Contributions & Funding Survey	Simone to complete online survey	Simone	Thursday, June 8
05/06/17 4 (v)		30/05/2017 WACSSO Affiliation fees 2017-2018 \$497.07 if paid by 30/06/17	Cheque written at meeting	Liz	Send ASAP
05/06/17 7a)1)		Driver Training – P&C already approved \$2000.00 contribution	Invoice to be sent to P&C from school	Steve/Theresa	ASAP
05/06/17 7a)3)		Uniforms- purchase/payment	Invoice to be sent to P&C for sports uniforms from the school	Steve/Theresa	ASAP
05/06/17 7a)4)		Common Room – equipment such as robust lounge chairs	quotes to be sought	Steve	Next meeting
05/06/17 7a)5)		Reticulating the bottom oval	Quotes to be sought	Steve	Next meeting
05/06/17 7b)		School Ball Co- ordinator for parent dinner:	Simone to ask Mary Kittow to contact Sandra Wheatley and ask if she will take on the role of co-ordinating the parent dinner	Simone/Mary	ASAP
05/06/17 7c)		Open Day Fundraiser/Raffle Co-ordinator	Liz will contact local businesses to ask for donations. Kevin to approach AFGRI to ask for donation.	Liz/Kevin	Report on progress at next meeting
05/06/17 7d)		Delegates to WACSSO Conference 19/20th August 2017	Simone to ask Mary Kittow to email parents and ask for expressions of interest in attending.	Simone/Mary	21/07/2017

THIS IS A TRUE AND CORRECT COPY OF THE MEETING MINUTES

Signed: \_\_\_\_\_

Date: \_\_\_\_\_